



BOB RILEY  
GOVERNOR

# State of Alabama Alabama Department of Corrections

301 S. Ripley Street  
P. O. Box 301501  
Montgomery, AL 36130



RICHARD F. ALLEN  
COMMISSIONER

October 20, 2006

ADMINISTRATIVE REGULATION  
NUMBER 624

OPR: TREATMENT

## MENTAL HEALTH SEGREGATION ROUNDS

### I. GENERAL

This Alabama Department of Corrections (ADOC) Administrative Regulation (AR) establishes the responsibilities, policies, and procedures for mental health segregation (SEG) rounds.

### II. POLICY

It is the policy of ADOC to conduct regular administrative and disciplinary segregation rounds to monitor the mental status of inmates and to ensure inmate access to mental health services. The goal of the mental health rounds is to identify inmates who may be experiencing difficulty in the restrictive environment and may require mental health assistance. The mental health rounds do not substitute for the on-going assessment and treatment of inmates previously identified as having a serious mental illness. Administrative reviews and rounds of segregation units conducted by the ADOC Psychologists and Psychological Associates complement but do not replace the weekly mental health rounds performed by the contracted mental health staff.

### III. DEFINITION(S) AND ACRONYM(S)

Refer to AR 602, *Mental Health Definitions*, for definitions of the following terms used in this AR:

Mental Health Rounds

Crisis Cell

Segregation

Segregation Review Board

Cube

#### **IV. RESPONSIBILITIES**

ADOC Psychologists, Psychological Associates and contracted mental health staff are responsible for conducting mental health rounds on a regular basis to monitor the mental status of inmates housed in Disciplinary/Administrative Segregation Units and Death Row.

#### **V. PROCEDURES**

- A. ADOC Psychologists, Psychological Associates and contracted mental health staff will conduct mental health rounds in Segregation (SEG) Units and Death Row at least one time each week, excluding Segregation Review Board Rounds, and will:
1. Sign ADOC Form MH-038, *Mental Health Segregation Rounds Log*, located in Segregation Unit.
  2. Schedule mental health rounds to minimize disruption of the unit's operations and maximize finding the inmates awake and willing to respond to brief questions.
  3. Conduct a brief interview with each inmate housed in Segregation/Death Row.
  4. Discuss with the Correctional Officers in the segregation units if any problematic inmate behaviors have been observed.
  5. Inmates with non-emergency mental health needs will be referred for routine follow-up as necessary.
  6. Inmates requiring immediate mental health assistance will be referred to the institution's Supervising Psychologist and:
    - a. May include transferring the inmate to a crisis cell, or referral for psychiatric evaluation.
    - b. The referral will be noted on ADOC Form MH-038, *Mental Health Segregation Rounds Log*.
  7. Documentation in the inmate's medical file on ADOC Form MH-040, *Progress Notes*, is necessary only if there is a critical incident, or there is a significant change in the inmate's functioning.
- B. Contracted mental health staff will provide Correctional Officers assigned to Segregation Units a weekly roster of inmates coded with Mental Health Codes Zero through Six to alert them to the inmate's special needs.

- C. Correctional Officers assigned to SEG Units will maintain ADOC Form MH-038, *Mental Health Segregation Rounds Log*, located in the Segregation cube for the current month.
- D. ADOC Form MH-038, *Mental Health Segregation Rounds Log*, will be maintained in an institutional file after the noted referrals have been completed.

**VI. DISPOSITION**

Refer to AR 601, *Mental Health Forms and Disposition*.

**VII. FORMS**

Refer to AR 601, *Mental Health Forms and Disposition*.

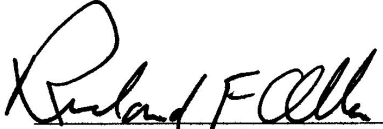
**VIII. SUPERCEDES**

This AR supercedes AR 624, dated March 14, 2005.

**IX. PERFORMANCE**

This AR is published under the authority of:

- A. The Bradley Agreement of August 8, 2000.
- B. National Commission on Correctional Health Care: *Standards for Health Care in Prisons*, 2003.
- C. The Department of Mental Health and Mental Retardation Statutory Authority: Code of Alabama, 1975, Section 22-50-11.

  
Richard F. Allen, Commissioner